

**Prudence Island Water District
Meeting Minutes
July 16, 2011**

Call to Order

Clerk Leo Perrotta called the meeting to order at 1:00PM.

Members Present: Patricia Richard, Treasurer, Phillip Brooks, Martha Fuller, Ricky Brooks, Dave Buffum, Moderator Leo Perrotta, Clerk. Also present Will Capron – System Administrator. A quorum was present.

Administrative – Swearing in of Board Members

Dave Buffum and Martha Fuller were sworn in by Clerk Leo Perrotta as Board Members. David Buffum's term is for 2 years and Martha Fuller's term is for 4 years.

Purchasing/Treasury Report

Patricia Richard presented the Treasurer's Report. As of June 1st, the Bank of America balance was \$23,994.25, the Citizens Bank balance was \$87,259.74 and there were \$16,965.00 in undeposited funds. Our bills went out on time and also went out with a ccr and certified with DOH that we also have met our reporting requirement. Closed out the 2nd quarter, paid the taxes. Ran a profit loss statement from January to June, our expenses were \$61,322.16, which left us with us with an income of \$33,761.47. If everyone pays their bills and everything goes well, the District will end with a surplus of approximately \$68,000. That does not include our original account balance and the RI Clean Water Finance payment.

Customer Accounts/Billing

Sent out invoices and we sent out a note to all customers noting that we are no longer accepting checks made out to Prudence Island Utilities.

Town Request to put coldpatch on repair done on Narragansett Ave Between Fire Station & Broadway

Will reported that he is no longer able to obtain cold patch from Portsmouth DPW as per their policy. The Board will get the cold patch through other sources. One customer inquired as to whether moisture would get under the existing asphalt and cause it to heave in the future. Patty Richard explained the process the Board now needs to go through to get asphalt and the Town's unwillingness to provide asphalt to the Board. Will also asked that tree limbs be cut back in the roadway in order to get access to the road to do work properly. It has not been done. The Board will send a letter to the Town indicating that the Board will trim the trees in areas that it will be performing work in.

Approval of Minutes

Minutes of the June 4, 2011 meeting were unanimously approved upon a motion made by Phil Brooks and seconded by Martha Fuller.

Technical

System Managers Report

Will Capron presented the System Managers Report for June

- Water samples for June were absent of bacteria
- Met with Jim Ferns from National Grid about proposed pole and guide wire installation on the corner of Daniel and Chase. Mr. Ferns moved the proposed location of the pole and guide wire so it would not interfere with water line on Chase Ave.
- Diane Johnson from Atlantic States is still working on proposal or bid contract to replace Broadway tank. She is hoping to have something for the Board for the July meeting.
- Wrote new to-do list for valve and hydrant installations
- Stage 2 Conservation was in effect from June 28th to July 9th.
- Robin Weber from Narragansett Bay National Estuarine Research Reserve sent a letter to the Board indicating that NBNERR has a plan in effect for controlling invasive common reed near Mill Creek and the District should cease mowing activities in this area. The Board concurred with Weber's findings.
- Replaced a curb stop at 0936 Narragansett Ave (Homestead Library
- Replaced leaking curb stop for 0129 John Oldham Rd. Also had to replace a PVC tee which cracked while threading in a new threaded adapter. Removed an old galvanized union which was nearly plugged. Discovered that the water line is thick walled 1 ¼" rather than 1 ½" water line. It is unclear where the transition takes place and the system maps have been updated to note the field findings.
- Emergency generators at Indian Spring and Broadway pump houses operated under load for at least 10 minutes.
- Received a letter from Clay Commons from DOH informing the District that water samples need to be taken to check for lead and copper for this quarter. Ten samples taken from the same locations as when performed by the PIUC. The district customers that assisted in the sampling process were thanked by the Board.
- AE Bragger Construction is scheduled to install the ready flange on July 20th. They have requested the hatchways on the Greer Tank be removed, the tank ventilated and any water in the bottom of the tank be mopped up.

New Business

Phil Brooks spoke with Robin Weber about monitoring the wells and stream flows. NBNERR is happy to lend us the equipment to perform the monitoring and we will need to train 2 people to perform this task. Robin is willing to train 2 people as well. Will is to be responsible for making sure that the monitoring does take place. The monitoring is critical and we cannot have regular measurements not take place. With this in mind, Phil Brooks made a motion that we accept this responsibility and was seconded by Dave Buffum. The motion was approved unanimously.

Meeting was adjourned at 1:52 PM upon a motion made by Dave Buffum and seconded by Phil Brooks. (approved unanimously) Next meeting is August 6, 2011.